

**Faculty Senate Meeting Minutes**  
September 7, 2007

**Call to Order:** Scott Beckett, President, called the meeting to order at 3 p.m.

**Senators Present:** Scott Beckett, Lana Jackson, Steve Weber, Larry Adams, Steve Beckham, Claudie Biggers, Nancy Brent, Jnita Collins, Karla Dixon, Mindy Graham, Pricilla Hunt substituting for Ann Hamblin, Marianne Jones, Michael, Kopenits, Bob Mathews, Aimee Martin, Gay Mills, Bill Netherton, Sheree Talkington, and Lil Withrow.

**Senators Absent:** Henry Wyckoff

**Approval of Minutes:** Minutes of May 4, 2007 were approved with the following change. Courtesy Committee: "2 cards were delivered to Mindy Graham and Doug Pickle". The motion to include this change was made by Mindy Graham and seconded by Michael Kopenits.

**Guests:** Courtney Milleson

**Common Reader Project:** Courtney Milleson presented an update on the Common Reader Project which selects common texts for incoming freshmen. She encouraged the faculty's involvement in this program and its use in their classrooms. LaGuardia Community College in New York serves as a model for this program and Courtney discussed its benefit to our students and AC.

**President's Report:** Scott Beckett welcomed back all senators and recognized new senators.

Proration information: Scott reported a summer meeting between the English department and Dr. Matney regarding prorating of faculty hours for online courses. Some online courses were prorated down, and Dr. Matney stated that prorating online classes down would not continue.

Bond election: The bond election to improve Amarillo College facilities will go forward in the November election.

Redevelopment of Strategic plan: The strategic plan is being redeveloped and will reflect the technology deficiencies at Amarillo College. Institutional Technology will present their portion of the strategic plan soon.

New Technology initiative: The plan for new computers in all faculty offices has already begun. The plan includes a goal to rotate new computers for faculty every three years.

Governor's veto: Scott Beckett commends Dr. Jones for his active role in reacting and actively seeking solutions to return state funding that was cut by the Governor's veto.

**Senate Sub-Committee Assignments:**

Elections Committee – Michael Kopenits agreed to chair this committee.

Technology Committee – Larry Adams reported that with the exception of the May minutes and a current Senator roster, the faculty senate webpage is updated. The committee will discuss what to include on the webpage and make recommendations to the senate.

Courtesy Committee – Lil Withrow will continue as chair.

Salary Committee – Lana Jackson reported that the salary committee plan to meet next week.

Questions Committee – Bill Netherton volunteered to serve as the new chair.

Faculty Development Committee – Michael Kopentis and Lana Jackson will serve on this committee.

#### **Old Business:**

AC Multi-passenger vehicle – Bob Mathews reported that procedural rules regarding monetary purchasing amounts will need to be considered when considering purchasing a bus (\$10,000 limit in which a check can be written, over that amount must have bids, etc.). A 29-30 passenger vehicle is standard at many educational institutions and would cost in the \$60,000 range. A 45-48 passenger bus used would likely cost approximately \$100,000. Bob agreed to scan the information he brought to the meeting in a pdf format to email all members at Scott Beckett's request. Commercial licensed AC instructors could drive these vehicles at the rate of \$20 per hour, or other faculty could be trained by Bob's department. Bob reported that many colleges have their own transportation due to the rising cost of renting such vehicles. A discussion ensued regarding student trips and the need for such vehicles, resulting in the formation of a sub-committee to further investigate and make recommendations to the administration. The appointed sub-committee will be Bob Mathews, Claudie Biggers, and Steve Weber. It was suggested that the committee include Heather Atchley from Student Services as liaison and faculty from the math and biology department who sponsor student trips.

Other: In a meeting this past summer, Dr. Matney commented that he would find monies for copies of Departments run out of copy funds, or if copiers are shut down.

#### **New Business:**

Faculty Survey Continuance: Scott Beckett led a discussion regarding the benefit of last year's faculty survey and whether it should be continued on an annual basis. Some positive outcomes mentioned were technology and faculty travel. Other points of discussion included methods of formatting the survey to be as unbiased as possible, methods of objectively disseminating the information, and whether or not an outside group could be incorporated. A faculty senate survey sub-committee was appointed. Those members include Aimee Martin (chair), Scott Beckett, Lana Jackson, Gay Mills, Marianne Jones, and Claudie Biggers.

Academic Standards – Traditional vs. Online: Scott Beckett led a discussion regarding inconsistent standards and requirements particularly for online classes. Claudie Biggers mentioned that some faculty were required to take a 3 module (three semester) course on WebCT to get a stipend to develop new online courses, while other faculty were not required to do so. Larry Adams noted that Dr. Matney has created an "Online Faculty Advisory Committee" of which Larry is a member, and that this committee is analyzing standard practices of other colleges to make recommendations. A discussion ensued regarding problems with students finding online classes and the difficulty of creating specific online policies due to the difference of needs and requirements specific to each class. Scott Beckett will seek a link from the Online Faculty Advisory Committee and the Faculty Senate through Dr. Matney.

Parking committee: Senators discussed the merit of pursuing the issue of the lack of faculty parking. Topics mentioned included collecting data from other community colleges state-wide as well as regional universities, whether parking should be specifically included on the next faculty survey, the effect of the bond election facility changes on parking, and the effect of parking on faculty morale. A sub-committee was appointed to further research this topic. Committee members include Bill Netherton (chair), Lil Withrow, Aimee Martin, Sheree Talkington, and Ann Hamblin. This sub-committee is designed to find hard facts from other colleges in Texas, and use its findings to gain a clearer understanding, rather than to create a front for change.

Hospitality committee: Scott Beckett asked the senate if there was a need for the hospitality committee to include bringing drinks/snacks to the senate meetings, since this had become an unwritten Presidential responsibility. Senators agreed that this was not necessary.

Senator Division changes/Senator Rotation problems: Mindy Graham changed divisions when moving to Access from Sciences & Engineering. Scott Beckett noted that there is no provision in the bylaws regarding senators whose job moves to a different division. A motion was made by Sheree Talkington and seconded by Nancy Brent to continue Mindy Graham a faculty senator with an election for a Senator to serve a one-year position to represent the Sciences & Engineering division while the Senate investigates the proper number of Senators by division. The motion was unanimously carried by the senate. Other problems mentioned were how to handle departments who change division, how to equalize the rotation of service to avoid large turnovers of senators from one year to the next, and methods to maintain the correct number of senators in each division by their core number of faculty members. Scott Beckett will contact Carol Moore to collect the most current faculty member totals for each division.

Adjournment: A motion to adjourn the meeting was made by Bob Mathews and seconded by Lil Withrow. The motion was carried unanimously at 4:55 p.m.